

June 29, 2021 9:00 a.m.

The Jones County Board of Supervisors met in regular session. Present Chairman Oswald, Supervisors Rohwedder, Schlarmann, Swisher, and Zirkelbach.

Moved by Rohwedder seconded by Zirkelbach to approve the minutes of the June 22, 2021 meeting. All aye. Motion carried.

Moved by Swisher seconded by Schlarmann to approve the payroll for the period ending June 20, 2021, as certified by the department heads. All aye. Motion carried.

Derek Lumsden, Jones County Economic Development, met with the Board to give an update on current Jones County Economic Development activities and to discuss the Save Your Town collaboration with Deb Brown.

The Land Use Administrator and James McElheny, Planning & Zoning Commission member, met with the Board to discuss the process in which the Planning & Zoning Commission will go through to update the 2012 Comprehensive Plan.

The Engineer met with the Board to discuss temporary summer help, discuss the bid process for a new motor grader, discuss the renewal of the County Engineer employment contract, and to provide updates on various summer road projects.

Moved by Zirkelbach seconded by Rohwedder to hire Ryan Manternach as temporary summer help for the Secondary Road Department at \$13.00 per hour, effective July 12, 2021. All aye. Motion carried.

Moved by Schlarmann seconded by Swisher to accept sealed bids until 9:30 a.m. on July 6, 2021 for a new 2022 tandem all-wheel motor grader. All aye. Motion carried.

Moved by Swisher seconded by Schlarmann to table the approval of an employment contract with Derek Sned, P.E. until it can be reviewed by human resource counsel. All aye. Motion carried.

Moved by Zirkelbach seconded by Swisher to approve a fireworks permit and a gathering permit for Chad Rubner for an event to be held at 12478 2nd Street, Center Junction on July 3, 2021. All aye. Motion carried.

Moved by Schlarmann seconded by Swisher to re-appoint Dean Zimmerman to the Jones County Conservation Board for a five-year term expiring June 30, 2026. All aye. Motion carried.

Moved by Rohwedder seconded by Zirkelbach to re-appoint Penny Schoon to the Jones County Veteran Affairs Commission for the three-year term expiring June 30, 2024. All aye. Motion carried.

Moved by Zirkelbach seconded by Swisher to table the appointment of the Supervisor District 3 representative on the Jones County Board of Adjustment until July 6, 2021. All aye. Motion carried.

Moved by Rohwedder seconded by Zirkelbach to re-appoint Kris Doll as the Supervisor District 3 representative, James McElheny as the Supervisor District 4 representative, and Lowell Tiedt as the Supervisor District 5 representative on the Jones County Planning and Zoning Commission for three-year terms expiring June 30, 2024. All aye. Motion carried.

The Auditor met with the Board to review end of the year interfund transfers and fund balances.

Supervisor Schlarmann introduced the following 2020/2021 INTERFUND TRANSFER RESOLUTION #20/21-5 and moved seconded by Supervisor Rohwedder. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

2020/2021 INTERFUND TRANSFER RESOLUTION #20/21-5

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$500,000, from the Secondary Road Local Option Tax Fund to

the Secondary Road Fund for payment of road and bridge project expenses incurred in fiscal year 2021 as follows:

C-920	Shaw Rd. PCC Paving and Reinforced Concrete Box Culvert replacement project. [Auditor's Note: The dollar amount shown is for the costs associated with the project in FY21. Part of this project was paid for in FY20.]	\$728,344.00
C-936	Derecho Debris Removal and Disposal Project.	\$203,407.00
C-855	Lead Mine Rd. Grading and RCB Culvert replacement project.	\$392,790.00
M-1021	25 th Avenue. CMP Twin Culvert replacement project.	\$24,627.00
	Total Amount Spent on Road and Bridge Projects:	\$1,349,168.00
	Total Amount Requested from Local Option Tax Fund for FY21:	\$1,000,000.00
	Total Amount to be transferred:	\$500,000.00

(The first installment of \$500,000 was transferred on August 25, 2020)

Supervisor Zirkelbach introduced the following 2020/2021 INTERFUND TRANSFER RESOLUTION #20/21-6 and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

2020/2021 INTERFUND TRANSFER RESOLUTION #20/21-6

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$8,321.53 from the Conservation Land Acquisition Trust Fund to the General Basic Fund, as further detailed:

- \$7,476.53 for expenses incurred by the General Fund at the Eby's Mill Wildlife Management Area during fiscal year 2021, as per the Board's Resolution adopted May 14, 2014 directing use of funds derived from income generated at said property;
- \$845.00 for expenses incurred by the General Fund in fiscal year 2021 for improvements at the Hale Wildlife Area, said amount to be funded from income generated at said property and deposited in the Trust Fund;

as said expenditures noted above are to be paid from donations and other funds held in the Conservation Land Acquisition Trust Fund for said purposes.

Supervisor Schlarmann introduced the following 2020/2021 INTERFUND TRANSFER RESOLUTION #20/21-7 and moved its adoption, seconded by Supervisor Swisher. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

2020-2021 INTERFUND TRANSFER RESOLUTION #20/21-7

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the County Auditor is hereby directed to transfer \$45,000 from the General Basic Fund to the Capital Projects Fund to be used for long-term facility improvements. Said amount represents a portion of the unspent appropriation for the General Services department.

Moved by Swisher seconded by Schlarmann to allow the Memorial Hall department to access \$5,000 of unused FY21 non-payroll spending authority in fiscal year 2021/2022, for the purpose of minor building improvements and maintenance; noting that the department's FY2021/2022 spending authority will need to be increased by that amount through an appropriation resolution after July 1, 2022, which may not occur until an amendment to the County budget is adopted. All aye. Motion carried.

Supervisor Zirkelbach introduced the following FUND BALANCE DESIGNATION RESOLUTION-General Fund and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2021

General Fund – Committed Balance

BE IT RESOLVED by the Jones County Board of Supervisors that \$309,071 shall be held as committed fund balance in the General Fund, and designated as follows:

- \$55,000 for county facility capital projects including, but not limited to, tuck pointing, replacement of heating and/or cooling systems, new building construction, major facility renovation projects, security improvements, or acquisition of additional office and/or storage space; and for major software upgrades. Funds for these purposes have been budgeted in previous years, but not fully spent; said unspent funds are supplemented each year by designating a portion of the of the annual general fund property tax levy for such purposes.
- \$37,313 for Conservation Department capital improvements;
- \$19,085 for Conservation Department campground improvements;
- \$8,568 for special GIS projects;
- \$89,105 for an aerial tax mapping update fund for a joint project with the Jones County Conference Board; and
- \$100,000 for a voting equipment replacement fund (in the General Supplemental Fund).

Supervisor Schlarmann introduced the following FUND BALANCE DESIGNATION RESOLUTION-General Fund and moved its adoption, seconded by Supervisor Swisher. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2021

General Fund – Restricted Balance

BE IT RESOLVED by the Jones County Board of Supervisors that \$2,244,219 shall be held as restricted fund balance in the General Fund, for various projects funded by grants and donations, and noted as follows:

- \$73,627 as the amount of unspent grants or donations which have been received from other organizations restricted only for the Central Park Historic Bridge Improvements project to offset future expenditures for the project (not including donations for said project currently held in the Conservation Land Acquisition Trust Fund, if any).
- \$14,008 as the amount of unspent grants or donations which have been received from other organizations restricted only for the Central Park Prairie project to offset future expenditures for the project.
- \$130,238 as the amount of unspent grants or donations which have been received from other organizations restricted only for the Wapsipinicon Trail Project to offset previously committed, or future expenditures for the project.
- \$10,000 as the amount of unspent funds which are restricted only for the Oxford Mills Access project to offset future expenditures for the project.
- \$7,825 as the amount of unspent grant monies for an Emergency Medical Services Training grant.
- \$2,008,521 as the amount of unspent federal American Rescue Plan Act funds which are restricted for use under federal guidelines.

Supervisor Swisher introduced the following FUND BALANCE DESIGNATION RESOLUTION-Secondary Road Fund and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, and whereupon the Chairman declared the resolution passed and adopted.

FUND BALANCE DESIGNATION RESOLUTION FISCAL YEAR 2021
Secondary Road Fund

BE IT RESOLVED by the Jones County Board of Supervisors that 100% of the local option tax funds collected for road and bridge construction projects through June 30, 2021, less amounts previously transferred out for payment of road and bridge projects, be held as restricted fund balance on June 30, 2021 and committed for road and bridge projects.

The Auditor met with the Board to review salary and budget amounts for the upcoming fiscal year.

Supervisor Rohwedder introduced the following FISCAL YEAR 2021/2022 SALARY RESOLUTION and moved its adoption, seconded by Supervisor Schlarmann. On roll call vote: On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

FISCAL YEAR 2021/2022 SALARY RESOLUTION

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the following annual salaries effective July 1, 2021 be approved as recommended by the respective department heads for employees not covered by the collective bargaining agreement:

Gwyn Gapinski , Deputy Auditor	\$60,671.00
Kim Sorgenfrey , Deputy Auditor	\$60,671.00
Vicki Starn , Deputy Auditor	\$55,890.00
Michele Lubben , Deputy Auditor/Land Use Administrator	\$56,625.00
Glenda Theilen , On-call Auditor's Clerk	\$13.50 per hour
Barb Lerch , On-call Auditor's Clerk	\$13.50 per hour
Michelle Toenjes , Deputy Treasurer	\$59,509.00
Deb Paulsen , Deputy Treasurer	\$58,801.00
Ben Stout , Deputy Treasurer	\$56,676.00
Stacey Hines , Deputy Treasurer	\$53,133.00
Sheralyn Schultz , Deputy Treasurer	\$44,632.00
Amber Edwards , Deputy Treasurer	\$43,215.00
Amy Dollash , Assistant County Attorney	\$94,898.00
Kelly Dodge , County Attorney Secretary	\$49,184.00 plus applicable longevity
Brian Eckhardt , Chief Deputy Sheriff, 85% of County Sheriff's salary plus \$1,500.00 annually for Chief Deputy duties,	\$83,166 plus applicable longevity
Stephanie Coffey , Communications Supervisor	\$52,240.00 plus applicable longevity
Lori Jess , Office Manager (Sheriff)	\$50,951.00 plus applicable longevity
Kevin Steele , On call Deputy Sheriff	\$29.81 per hour
Doug Hilton , On call Court Area Security & Jail Transport Coordinator/Jailer	\$20.46 per hour
Harvey DeSotel , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour
Jim Sorenson , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour
Pamela Benson , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour
Matt Macke , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour
William Feldmann , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour
Clement Sullivan , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour
Stephanie Herrig , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour
Brian Horak , On call Court Area Security/Jail Transporter/Jailer	\$19.46 per hour

Tracey Milroy , On call Jailer	\$19.46 per hour
Julie Althoff , Deputy Recorder	\$47,836.00
Paula Hart , Health Board Administrator	\$21.38 per hour
Derek Snead , County Engineer	\$120,047.00
Eric Grove , Engineer in Training	\$65,000.00 plus applicable longevity
Todd Postel , Assistant to Engineer	\$70,949.00 plus applicable longevity
Mark Stoneking , Maintenance Supervisor	\$72,680.00* plus applicable longevity
	*includes \$2,000 for bridge inspection duties
Bridgette Bowers , Office Manager (Secondary Road)	\$49,640.00
Susan Yario , Veteran Affairs Administrator	\$22.50 per hour
Jenna Lovaas , Public Health Coordinator	\$30.00 per hour
Jessica Wiedenhoff , Community Health Specialist	\$24.22 per hour
Kaci Ginn , Public Health Preparedness Specialist	\$21.00 per hour
Lisa Mootz , Information Technology Coordinator	\$66,754.00
Kristi Aitchison , GIS Coordinator	\$60,950.00
Lucia Herman , Community Services Director/MHDS-ECR Coordinator	\$72,800.00
Nancy Fahey , MHDS-ECR Social Worker	\$56,638.00
Haley Pease , MHDS-ECR Social Worker	\$27.58 per hour
Bethany Wheaton , Mental Health Advocate	\$19.14 per hour
Lisa Tallman , Senior Dining Director	\$43,327.00
Jennifer Frank , Kitchen Supervisor/Assistant	\$12.23 per hour
Regina Engelbart , Site Manager	\$12.76 per hour
Faith Witt , Kitchen Assistant/Meal Transporter	\$11.65 per hour
Dawn Zembrisikie , Kitchen Assistant (on call)	\$11.65 per hour
Sharon Shank , On-call Substitute Kitchen Assistant/Meal Transporter	\$11.65 per hour
Carol Sue Smith , Meal Transporter	\$11.65 per hour
Mike Hansen , Meal Transporter	\$11.65 per hour
Robert Eilers , On-call Meal Transporter	\$11.65 per hour
Glen King , On-call Meal Transporter	\$11.65 per hour
Jamie Ginter , JETS Transit Director	\$52,010.24
Kathie Koerperich , JETS Driver/Office Clerk	\$12.97 per hour
Robert Tighe , JETS Driver	\$12.94 per hour
Bernie Manternach , JETS Driver	\$12.94 per hour
Darrell Porter , JETS Driver	\$12.94 per hour
Christi Kromminga , JETS Driver	\$12.94 per hour
Lynn Jarosz Goode , JETS Driver	\$12.94 per hour
Dana Edwards , JETS Driver	\$12.94 per hour
Scott Kelly , JETS Driver	\$12.94 per hour
Randy Dettbarn , JETS Driver	\$12.81 per hour
William Janssen , JETS Driver	\$12.64 per hour
Karen Kiburz , JETS Driver	\$12.30 per hour

AND to increase the salary scale adopted on June 26, 2012 for non-management JETS employees by 2.75% on July 1, 2021 from the July 1, 2020 wage rates;

AND to make of record the following annual salaries effective July 1, 2021 as recommended by the County Conservation Board:

Brad Mormann , Conservation Director	\$72,970.00
John Klein , Conservation Resource Manager/Ranger	\$55,569.00 plus housing & utilities
Michele Olson , Naturalist	\$58,226.00

Curtis Behrens , Natural Resource Manager	\$52,622.00
Jennifer Koopman , Conservation Office Manager	\$19.54 per hour
[The Board of Supervisors note their objections to the above listed salaries recommended and approved by the County Conservation Board, as they are in excess of the amounts determined during the FY22 budget preparation process to be included in the Conservation Department FY22 budget.]	
AND to make of record the following annual salaries effective July 1, 2021 as determined by their respective governing board:	
Emergency Management Board:	
Brenda Leonard , Emergency Management Director	\$27.67 per hour
E911 Service Board:	
Gary Schwab , E911 Addressing Coordinator	\$19.99 per hour
Conference Board:	
Sarah Benter , County Assessor	\$78,464.00
Jane Russell , Chief Deputy Assessor	\$64,340.00
Kris Weers , Appraisal Clerk	\$56,494.00
Shelly Williams , Administrative Assistant	\$54,140.00
Empowerment/DCAT Board:	
Heather Weers , DECAT/CPPC Coordinator	\$21.54 per hour
Cedar/Jones Early Childhood Iowa Board:	
Sherri Hunt , Early Childhood Iowa Director	\$27.74 per hour
Solid Waste Commission:	
Jacob Gravel , Temporary Director	\$20.00 per hour
Leonard Brokens , Operator	\$23.37 per hour
David Haugsted , Part-time Operator	\$14.68 per hour
Dean Husman , Part-time Operator	\$14.00 per hour

The Board further discussed the salaries approved by the Conservation Board being in excess of the amounts included in the FY22 adopted County budget. The Auditor reported that the total excess wage amount is \$7,664, and with the FICA and IPERS on the additional wage, the total excess amount is \$8,973.

Supervisor Schlarmann introduced the following FISCAL YEAR 2021/2022 MASTER APPROPRIATION RESOLUTION, which shall reflect a reduction of \$8,973 to the initially proposed appropriation for the Conservation Department (an amount equal to the total wages and benefits in excess of the amounts included in the adopted County budget), seconded by Supervisor Zirkelbach. On roll call vote: Schlarmann aye, Swisher aye, Rohwedder aye, Zirkelbach aye, Oswald aye, whereupon the Chairman declared the resolution passed and adopted.

FISCAL YEAR 2021/2022
MASTER APPROPRIATION RESOLUTION

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the following budgetary appropriations for fiscal year 2021/2022 be made to the following departments:

01 Board of Supervisors	\$319,047	02 Auditor	\$533,856
03 Treasurer	\$623,789	04 Attorney	\$366,132
05 Sheriff	\$2,986,286	06 Court Services	\$2,500
07 Recorder	\$211,250	08 Juvenile Court	\$23,200
15 JETS	\$482,747	17 Environmental Health	\$191,317
20 Secondary Road	\$8,700,000	21 Veteran Affairs	\$71,247
22 Conservation (\$709,637 less \$8,973)	\$700,664	23 Public Health	\$187,345

24	Land Use	\$47,533	25	General Assistance	\$50,344
28	Medical Examiner	\$47,000	29	Township Officials	\$9,320
30	Conservation Capital Projects	\$285,562	32	Economic Development Comm.	\$50,000
33	Libraries	\$118,050	34	Historic Preservation/Tourism	\$32,500
35	Conservation Insurance Proceeds	\$60,000	38	Human Services	\$1,150
39	Fairs	\$23,661	40	Memorial Hall	\$9,000
51	General Services	\$360,578	52	Information Technology Services	\$307,387
53	G.I.S. Services	\$120,098	54	Solid Waste Disposal Co. Share	\$45,605
58	Substance Abuse Services	\$22,100	60	Mental Health Services	\$643,316
62	Mental Health Administration	\$256,711	65	ECI/DECAT/CPPC	\$90,127
67	Senior Dining	\$298,184	71	Emergency Mgmt. County Share	\$118,402
81	Employee Wellness	\$4,500	82	Safety Committee	\$10,000
91	COAP Grant	\$180,000	93	Wapsipinicon Trail Project	\$352,080
94	Environmental Restoration	\$10,000	95	Capital Projects	\$95,000
96	Budget Holding*	\$8,973	99	Non-Departmental	\$564,443
				Total	\$19,621,004

*Department 96 – Budget Holding - includes funds informally designated for specific purposes by the Board of Supervisors and may be appropriated by resolution during the fiscal year to the respective departments to use for said purposes; decreases to the appropriation for this department are not subject to the notice and hearing provisions of Iowa Code Section 331.434 (6).

The Auditor and Board discussed various items including law enforcement agreements, a GIS Data Agreement, purchase of a security camera system for Broadway Place Annex, lifting access restrictions to Broadway Place Annex, and the HVAC system at the Courthouse.

Moved by Swisher seconded by Schlarmann to approve and authorize the Chairman to sign and place on file 28E Law Enforcement Agreements for FY2022 with the cities of Martelle, Monticello, Morley, Olin, Onslow, Oxford Junction, and Wyoming. All aye. Motion carried. [2021-082, 2021-083, 2021-084, 2021-085, 2021-086, 2021-087, 2021-088]

Moved by Swisher seconded by Rohwedder to authorize the Chairman to sign a GIS Data Agreement with Hall & Hall Engineers on behalf of Camp Courageous to provide data to assist with future project designs. All aye. Motion carried. [2021-089]

Moved by Swisher seconded by Rohwedder to purchase security cameras for Broadway Place Annex from Radio Communications in the amount of \$5,835 citing that the Radio Communications system will integrate with the current Courthouse security camera system. All aye. Motion carried. [2021-090]

Moved by Rohwedder seconded by Zirkelbach to continue to leave doors at the Broadway Place Annex locked until the security camera system can be installed and is functioning. All aye. Motion carried.

The Board members reported on recent and upcoming committee meetings.

Moved by Schlarmann seconded by Swisher to adjourn at 11:43a.m. All aye. Motion carried.

Attest: Whitney Hein, Auditor

Joe Oswald, Chairman